

**School Building Task Force (SBTF)**  
**Progress to Date on Charge from Selectmen**  
**As of 1/22/07**

**Term: Through the May 2007 Annual Town Meeting**

<b>Duties and Scope</b>	<b>Status</b>
1. Agree on the needs	Done, Presenting to Town 1/22/07
2. Prioritize those needs and determine their costs	In progress: made distinction of needs vs “wants”; Presenting to Town 1/22/07 Costs will be considered with options in February
3. Understand and use the information and data already compiled by the School Building Committee	Done
4. Provide sufficient space for the ten-year projected enrollment	Data gathering on program and enrollment needs; analyzing gaps and “core” vs classroom space. Considering Options Jan 07 – Feb 07
5. Provide space for the preK-5 students that is acceptable by today's educational standards	Incorporated into enrollment expectations and program analysis
6. Minimize cost and tax impact	Reviewed information on alternative construction methods as cost-control measure; part of Criteria. Costs estimates will come with Options Feb-March 07
7. Maximize state reimbursement	Opened dialogue with MSBA summer06 and attended hearings/presentations; Part of required criteria; Drafted Statement of Interest (first step of application) target submission February 2007. Application due July 07.
8. Prepare two to three proposals reflecting various costs and the associated priority needs that are included	Priority needs given to architects Dec06; will see options starting late January07; proposals to be presented to Town March 12
<b>Considerations</b>	<b>Status</b>
1. Retain at least part of the grade school operation in or near the center of town	Focusing on existing sites/buildings; added analysis of Hale building/site to SMMA tasks Jan 07
2. Keep Center as a school	See above
3. Include future space needs for grades 6-8	In progress.
4. Examine other grade schools in the area to help benchmark land and building space requirements	Done. Visited half dozen or more other schools both for sustainable design as well as add/reno and new construction examples

**School Building Task Force (SBTF)**  
**Objective, Membership, Term, Duties, Scope, Funding**  
(rev. Mar. 7, 2006)

Objective: To collaborate and develop a consensus on two or more building and/or renovation options for grades PreK-5 and present them, with cost estimates, at the May 2007 Annual Town Meeting or sooner if possible.

Membership and Structure: A non-voting facilitator plus eleven voting members with representation as follows (all to be appointed jointly by the Board of Selectmen and the Stow representatives to the School Committee, including the School Committee representative who will be recommended by the Nashoba Regional School Committee):

•School Building Committee (2); School Committee (1); Voters with relevant backgrounds, skills and experience; e.g., facilitation, teambuilding, construction, architecture, educational expertise, etc. (8)

Voting members to select as many associate members as they deem appropriate. The following will serve as ex-officio (non-voting) members: School Superintendent, Pompo/Center Principal, and Hale Principal. Any town board is free to appoint a non-voting liaison to the Task Force.

The voting members will elect a chairperson (voting position). This individual will work with the facilitator to prepare agendas. He/she will also interface with other boards, the media, consultants, etc. The facilitator will conduct the Task Force meetings.

Membership Requirements:

- Must leave personal biases “at the door”.
- Must listen objectively and respectfully to all viewpoints; i.e., civil discourse is mandatory.
- Must not engage in finger pointing.
- Must be able to devote the time required for meetings and intervening work.

Term: Through the May 2007 Annual Town Meeting

Duties and Scope:

1. Agree on the needs.
2. Prioritize those needs and determine their costs.
3. Understand and use the information and data already compiled by the School Building Committee; i.e., don’t “reinvent the wheel”.
4. Provide sufficient space for the ten-year projected enrollment
5. Provide space for the preK-5 students that is acceptable by today’s educational standards.
6. Minimize cost and tax impact.
7. Maximize state reimbursement.
8. Prepare two to three proposals reflecting various costs and the associated priority needs that are included.

Considerations:

1. Retain at least part of the grade school operation in or near the center of town.
2. Keep Center as a school.
3. Include future space needs for grades 6-8.
4. Examine other grade schools in the area to help benchmark land and building space requirements.

Funding:

Although there is no funding now, the Selectmen will present an article at the May 2006 Annual Town Meeting requesting a transfer of unspent funds from the School Building Committee’s accounts. In the interim, urgent spending requests can be submitted to the Finance Committee for approval as Reserve Fund Transfers.

Communication: The Task Force will provide regular updates (at least once per month) at Selectmen’s meetings and at Joint Boards meetings as convened.